

HAMILTON COUNTY ENGINEER'S
SCOPE OF SERVICE
E950024

1. PROJECT IDENTIFICATION: PROJECT NO. HAM-127-14.18
Road Name: Hamilton Avenue Road No: US 127
Bridge No: _____
2. PROJECT LIMITS:
Hamilton Avenue from 170 M south of Waycross Road north to I-275 ramps. Waycross
Road from 180 M west of Hamilton to 225 M east of Hamilton Avenue.
Length: 735 M
Additional Information: New 8 Phase signal at Waycross Road Intersection.

3. AGREEMENT BETWEEN CONSULTANT AND:
State _____ County X City _____ Other _____
4. METHOD OF FINANCING:
Engineering: Hamilton County/City of Forest Park
Construction: ODOT (20%) /FHWA (80%)
5. WORK PHASES INCLUDED IN AGREEMENT: Required ODOT Reviews:
PHASE A Design Report: L. G&TS. Drainage Criteria. Soil Profile Report. Signal
Warrant Analysis. Preliminary Traffic Control Plans. Conceptual M-O-T. Preliminary
Drainage Plans as required by ODOT.
PHASE B Construction Plans: Detailed Drainage Plans, Preliminary R-O-W
Plans. Detailed Traffic Control Plans. Roadway F&OC. MOT F&OC. as required by
ODOT.
6. PLAN SCALES:
Phase B (PLAN) ~~XXXXXX~~XXXXXX 1:200
Phase B (PROFILE) ~~XXXXXXXXXXXXXXXXXXXX~~XXXXXXXXXXXX H 1:200, V1:50
Remarks: FHWA Construction Funding, therefore, plan scales must be S.I.

7. JOURNALIZED SPEED LIMIT:
Road Name: Hamilton Avenue - I-275 to Seven Hills Drive - 40 MPH
Road Name: Waycross Road - east of Hamilton Avenue - 35 MPH
8. TYPICAL SECTIONS/NUMBER OF LANES:
Hamilton Avenue - North of Waycross - 2 lanes southbound and 3 lanes northbound.
plus turn lanes. Waycross Road - East of Hamilton - 6 lanes including turn lanes.
Waycross Road - west of Hamilton - four lanes including turn lanes.

Curbs: YES ☒ NO ☐ Report to Recommend ☐

Type: ODOT - Type 2 curb and gutters from Civic Center Dr. South

Shoulders/Berms: Civic Center Drive North to I-275 eastbound ramps

Type: 3.0M wide paved (4.2 M treated width)

Safety Grading Criteria:

YES ☐ NO ☒ Partial ☐

Remarks:

9. ALIGNMENT:

Provide C/L survey and construction data (including curve data) on schematic sheets and P&P sheets.

10. PROFILE:

Provide existing and proposed profile elev. every 20 M (10 M in vertical curves).
Provide vertical curve data and profile grades.

11. SIGNING: YES ☒ NO ☐

Phase A YES ☒ NO ☐ Prelim Plan ☐

Phase B YES ☒ NO ☐ Prelim Plan ☐

12. SIGNALS: YES ☒ NO ☐

Phase A Recommendation ☐ Warrants ☒ YES ☐ NO ☐ Prelim Plan ☐

Phase B Warrants ☐ YES ☒ NO ☐ Prelim Plan ☐

13. STRIPING: YES ☒ NO ☐

Phase A Recommendation ☐ YES ☒ NO ☐ Prelim Plan ☐

Phase B YES ☒ NO ☐ Prelim Plan ☐

14. DRAINAGE:

Phase A Drainage Criteria ☒ Preliminary Plan ☐

Phase B Drainage Criteria ☐ Preliminary Plan ☒

Type: Surface ☒ Closed ☒ Existing ☒

Flood Plain Study Required: YES ☐ NO ☒

Channel Change Study Required: YES ☐ NO ☒

Remarks: Surface and existing drainage systems will occur north of Civic Center Drive where paved shoulders are proposed instead of curbs.

15. BRIDGE CROSSINGS:

Number of Bridges: None
Cross Roads: _____
Streams: _____
Railroads: _____
Pedestrian: _____
Mass Transit: _____
Other: _____
Site Plans: _____
Supplemental Site Plans: _____
Railroad Location Plans: _____
Remarks: _____

16. RETAINING WALLS:

Number of Retaining Walls: None
Type(s) of Retaining Walls: _____

Phase A: YES _____ NO X Justification _____
Phase B: YES _____ NO X Justification _____
Remarks: No retaining wall studies required

17. MAINTENANCE OF TRAFFIC:

Temporary Road(s): YES X NO _____ Phase A to Recommend _____
Temporary Road Plans & Notes by: County _____ Consultant X
Detour Plan Prepared by: County _____ Consultant _____
Remarks: Two way traffic to be maintained during construction with turn lanes.

18. UTILITIES:

Water (X) Consultant shall contact all Utility Companies
Sanitary (X) and indicate all existing utilities (including
Electric (X) house connections) on the plans as required by
Gas (X) Section 193.64 O.R.C.(H.B.538). Consultant shall
Telephone (X) also furnish all utilities with preliminary
Pub. Works(X) and final plans with a copy of letters of the
transmittal sent to the County Engineer. Plans
for any modifications to water and sanitary
utilities be part of the final construction
plans.
Others: Warner Cable, ODOT Lighting

	<u>County</u>		<u>Consultant</u> will provide
Note: Phase A - Plan Sheets	()	LG&TS	(X) Plan Sets to
Phase B - Plan Sheets	()		(X) Utilities

19. ESTIMATED QUANTITIES:

Phase A	YES	_____	NO	<u>X</u>
Phase B	YES	<u>X</u>	NO	_____
Quantity Splits:	YES	_____	NO	<u>X</u>

(If yes, define splits such as construction sections, financial, political, etc.)

Remarks: Quantities will be summarized in S.I. units in the required ODOT format.

20. CONSTRUCTION COST ESTIMATE:

Phase A	YES	_____	NO	<u>X</u>
Phase B	YES	<u>X</u>	NO	_____
Submit with Proposal	YES	_____	NO	<u>X</u>

21. EXTENT OF FIELD SURVEYS: S.I. units and Stationing

Survey Information by: Field Method X Aerial _____

	<u>County</u>	<u>Consultant</u>
Main Road Alignment	()	(X)
Main Road Profile	()	(X)
Reference Points & Bench Marks	()	(X)
Side Road Alignment	()	(X)
Side Road Profile	()	(X)
Alignment & Profile of Driveways	()	(X)
Cross Sections	()	(X)
Pavement Salvage Sections	()	()
Channel Cross Sections	()	()
Profile of Channel	()	()
Topo Identification	()	(X)
Utilities	()	(X)
Property Lines	()	(X)
Existing Right-of-Way lines	()	(X)
Geotechnical Boring Staking	()	()
Right-of-Way Staking	()	()

22. RIGHT-OF-WAY AND EASEMENTS:

	<u>County</u>	<u>Consultant</u>
Property Map	()	(X)
Centerline Plat	()	(X)
Final Right-of-Way Plans	()	(X)
Permanent/Temporary Easements	()	(X)
R/W & Easement Descriptions	()	(X)
R/W Summary	()	(X)
Establishment Plat	()	()
Establishment Descriptions	()	()
Appropriation Plats	()	()
Stake Right-of-Way	()	()

Approximate Number of Parcels 25

Remarks: Row Plans and Legal Descriptions will be prepared as required by ODOT Standards. Establishment plats will not be prepared.

23. TRAFFIC DATA:

State _____ County _____ Consultant X (Additional counts needed).
Remarks: Traffic Dept. must approve all traffic data prior to use.

24. GEOTECHNICAL INVESTIGATION: Certified traffic already exists for the Waycross Road intersection.

State _____ County _____ Consultant x Other _____

Remarks: Borings at 125 M intervals roadway corings at 250 M intervals
Soil Profile Logs

25. PRIOR STUDIES:

Environmental Assessment Document

26. PUBLIC HEARINGS/INFORMATIONAL MEETINGS: Public Involvement Meeting
Already Held -- Public Hearing
Type of Hearing Required: No Meetings required. not required.
Consultant's Responsibility: _____

Exhibits: _____

27. Engineering Agreement will be a Lump Sum Contract.

28. With submission of proposal, Consultant shall submit a tentative time of completion for final plan filing following authorization to proceed.

29. Consultant to provide all office and field work to a) prepare final construction plans, b) write general and special notes, c) calculate quantities, and d) determine existing right-of-way and property lines.

Unless otherwise noted in this Scope, Proposed right-of-way plans and descriptions and the establishment plat and descriptions shall be handled on an as necessary basis by amendment to the original agreement.

County will prepare bid document, prints, etc. for bidding process.

30. All final plans and plats to be ink on mylar/linen. Construction plans and right-of-way plans shall be separate plans. Plan sheets shall be standard 22"x 36" trimmed size. Computer-aided design and/or drafting systems (CAD) are acceptable.

31. Phase A Design Report is to develop line, grade and typical section. No written report is required. Phase A Report **MUST** include preliminary drainage plans and preliminary information as to the location of all underground utilities. Phase B to essentially cover preparation of final detail plans, final drainage plans, preliminary right-of-way plans, driveway modifications, etc. Final right-of-way plans to be prepared after Phase B review is complete.

32. Where the Scope of Service includes cross-sections, the sections are to be taken every 25 feet and plotted on maximum scales of 1" = 5' (Horizontal) and 1" = 5' (Vertical). Critical driveway profiles to be plotted at a scale of 1" = 2' (Horizontal and Vertical). The location and approximate depth of underground utilities, i.e. storm sewers, sanitary sewers, gas lines and water lines, shall also be shown on the Cross-sections.
33. Where the Scope of Service includes pavement salvage sections, the pavement is to be salvaged to the greatest extent possible. Pavement salvage sections are to be plotted at a scale of 1" = 5' (Horizontal) and 1" = 1' (Vertical). Pavement salvage sections may be combined on the normal cross-section sheets or shown separately.
34. ~~Existing drainage systems to be evaluated as to condition and capacity. Existing systems are to be modified and/or new systems to be installed as required by the proposed improvements.~~

Wherever possible, the Consultant shall complete a VISUAL INSPECTION of the existing conduits so as to determine type and condition of the conduit. This shall mean that, as a minimum, the existing conduits are to be visually checked at the inlet or outlet end and at each catch basin, manhole, or other junction point.

For Township projects, the design of storm sewer and channel improvements WILL be subject to the review and/or approval of Hamilton County Public Works. After completion of the Phase A review, the Consultant shall prepare a preliminary drainage/storm sewer improvement plans and submit same to Public Works. This plan shall indicate the magnitude of the improvements to be constructed so that the extent of Public Works involvement can be determined.

35. The Consultant shall complete the necessary field work and prepare the plans so as to have the stationing for the project increase from South to North or from West to East, as may be applicable, unless otherwise approved by the Engineer.
36. Consultant to indicate house numbers on the plan sheets.
37. The design speed shown is to be used as a guideline for the desired design criteria in regards to the profile/alignment of the road. Exceptions to the design criteria may be made as determined by the Engineer during the Phase A or Final Plan review stages.
38. Consultant is to adequately mark the baseline and/or centerline in the field. The points set in the field shall be shown on the plans. At a minimum, the points to be marked in the field shall be located at one hundred (100) foot intervals. The PC, PI and PT of each curve shall also be marked. In addition, the Consultant shall witness the PC, PI and PT of each curve AND the baseline/centerline at intervals NOT to exceed one thousand (1000) feet. As required, the points to be witnessed in the field shall be witnessed from a MINIMUM of three (3) points, located outside of the work limits.

Where the Consultant has established and utilized a baseline, instead of the centerline, the Consultant MUST show on the plans the relationship between the baseline marked in the field and the centerline.

39. Where right-of-way plans are to be prepared: Descriptions shall be prepared on 8-1/2" X 11" letter size sheets, using letter quality printing on the final submissions. Descriptions shall be written so as to conform to the format designated by the County (samples to be furnished to the Consultant). Descriptions shall be written so as to read in a clockwise direction, unless otherwise approved by the County. Parcel designations for parcels to be acquired shall conform to County typicals.

The Consultant shall indicate on the right-of-way plans the following information for each parcel: Owner's name, Tract number, Auditor's information, Deed reference and Area of tract to be acquired. In cases where an Owner's Summary Sheet is to be prepared, the Auditor's information, Deed reference and Area of tract to be acquired may be shown on the Summary Sheet instead of the plans.

Unless otherwise approved by the Engineer, the construction plans and the right-of-way plans MUST be separate plans. Unless otherwise approved by the Engineer, the right-of-way plans shall consist of screened mylars of the construction plans on which the necessary right-of-way and/or easement information has been indicated.

40. At the County's discretion, plan development will be subject to the following independent reviews:

- A. Line Grade and Typical Sections - Phase A
- B. Preliminary Drainage - Phase A
- C. Driveway Modifications - Phase B
- D. Final Plan and Preliminary Right-of-Way - Phase B
- E. Final Right-of-Way and Establishment

In addition to these reviews, the Consultant shall also submit MONTHLY progress reports to the County.

41. Required Consultant Insurance:

- A. ~~It shall be the responsibility of the Consultant to insure the protection of all life and/or property. It shall be the responsibility of the Consultant to protect himself; his employees, agents and/or subcontractors; and the County from any and all liability claims which may arise from operations carried out in the performance of this contract. If the Consultant sublets/subcontracts any portion of this Contract, the Consultant shall be responsible for guaranteeing that the portion of the Contract which is subcontracted is adequately covered by the insurance as specified herein.~~

- B. 1) The Consultant shall secure Worker's Compensation Insurance, Public Liability Insurance and/or any other insurance which the Consultant or the County determines to be necessary. The insurance to be provided shall be in accordance with the following minimum limits:

SCOPE OF
VICE ADDENDUM
REVISIONS
PARAGRAPH A.

General Liability Bodily Insurance in the amount of \$500,000/\$500,000; General Liability Property Damage Insurance in the amount of \$300,000/\$300,000; Automobile Liability Bodily Injury Insurance in the amount of \$500,000; Automobile Liability Property Damage Insurance in the amount of \$500,000 per occurrence, and excess Liability (Umbrella Form) for Bodily Injury and Property Damage combined in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate.

- 2) The policy or policies shall name the Consultant, his subcontractors, and the County as insured. The insurance may not be changed or cancelled unless the County and the other insured parties are notified in writing no less than ten (10) calendar days prior to such change or cancellation.
- 3) Proof(s) of coverage and limit(s) of coverage shall be provided to the County by the Consultant, said proof(s) being submitted with the agreements executed by the Consultant.

C:\Design\ _____

SCOPE OF SERVICE ADDENDUM

- Proposal covers only one(1) signal at Waycross Road.
- Based on detailed review by O-DOT and only cursory review by Hamilton County.
- Design to O-DOT standards as specified in Location and Design Manual - updated with metric supplements.

28. After obtaining F.O.N.S.I. and authorization to proceed from Hamilton County, we estimate approximately 34 months to complete preliminary plans, final plans, Right-of-Way plans, legal descriptions and clear Right-of-Way (by O-DOT) before plans can be filed for sale at O-DOT central office.
29. O-DOT will prepare bid documents for the bidding process.
30. All plan sheets shall be 22" x 34" as required by O-DOT and completed in S.I. units.
32. Cross section will be taken every 20 M and plotted at a scale of 1:50 horizontal and vertical. Driveway profiles will be plotted at a scale of 1:50 horizontal and vertical.
33. Pavement salvage is not anticipated on this project.
34. Drainage/Storm Sewer design will be to O-DOT criteria instead of Hamilton County or Forest Park.
38. Consultant will mark Centerline of Survey and Construction in the field one time at 20 M intervals. Reference points will be established and required by O-DOT standards.
39. Right-of-Way descriptions shall be written to conform with O-DOT format requirements. Right-of-Way plans shall be separate plan sheets showing basic roadway geometrics from the construction plans. Right-of-Way plans are to be prepared in a format acceptable to The Ohio Department of Transportation. Sample plans, provided by the Ohio Department of Transportation illustrating the use of dual units (Metric and English) will be utilized in the preparation of the Right-of-Way plans.

It is anticipated that the Ohio Department of Transportation will require the following Right-of-Way sheets:

1. Title Sheet
2. Centerline Survey Plat
3. Property Map
4. Summary of additional Right-of-Way
5. Detail Plan Sheets

Legal descriptions for all temporary easements and permanent takes will be provided in a format acceptable to the Ohio Department of Transportation.

It is anticipated that the only two submittals for plan comments and approvals will be the "Preliminary Right-of-Way " submittal and the "Final Right-of-Way " submittal which includes the legal descriptions.

40. Plan development will be subject to the standard O-DOT concurrent review process and only cursory reviews by Hamilton County. Establishment plats will not be required by Hamilton County. A schedule listing the anticipated O-DOT review submittals is attached.

~~The following items will be considered as additional services to be performed for additional fees on a time and expense basis at the current CDS fee schedule when requested:~~

Retaining wall studies/design
Traffic signals in addition to Hamilton at Waycross
Traffic counts in addition to existing Waycross Road intersection counts
Roadway lighting design
Additional requests for stakeout/referencing
Right-of-Way monumentation
Right-of-Way Establishment legal descriptions, plat and stakeout
Pavement salvage sections
Quantity splits
Public meetings and exhibits

41. Required Consultant Insurance: Paragraph A. shall be revised as follows:

It shall be the responsibility of the Consultant to protect himself; his employees, agents and/or subcontractors; and the County from liability claims which may arise due to the negligent performance of services. If the Consultant sublets/subcontracts any portion of this Contract, the Consultant shall be responsible for determining that the portion of the Contract which is subcontracted is adequately covered by the insurance as specified herein.

END OF ADDENDUM